

**WILLISTOWN TOWNSHIP BOARD OF SUPERVISORS
688 SUGARTOWN ROAD, MALVERN, PA
MONDAY, JUNE 26, 2023, AT 5:30 PM**

MINUTES

Supervisors Robert T. Lange, Molly H. B. Perrin and William R. Shoemaker were present. Also present were Township Manager Shanna Lodge, Director of Public Works William Hagan, Director of Finance Marty McKenzie, and Township Wastewater Engineer Bill Malin.

The Special Meeting was called to order at 5:30 PM. Supervisor Perrin led the pledge of allegiance which was followed by a moment of silence.

New Business

Supervisor Perrin explained the purpose of the meeting, which was called for a presentation by the Township sewer engineer regarding the process and scope of upcoming sewer studies. Public questions and comments will also be accepted. Manager Lodge introduced the Township Wastewater Engineer Bill Malin of Carroll Engineering.

Mr. Malin proceeded to explain the scope and purpose of the studies: a Tapping Fee Study, a Capital Reserve Study, and a Sewer Rate Study. Tapping Fees are charged to new customers connecting to the system and cover outlays by the Township to construct the sewer system. Only construction costs are included; upgrades and maintenance are not. These fees were last calculated in 2007. The Capital Reserve Study will establish the annual funding needed to repair the system. The funding is based on the life cycle of system components. The Rate Study considers the entire rate structure to establish fair and equitable rates for system users. This calculation also includes the annual costs determined in the Capital Reserve Study. The rates were last revised in 2013.

Supervisor Shoemaker noted that at one time, there were different rates for different classes of customers, for example, residential and commercial. The rate structure was changed to a per gallon structure without a volume discount. The studies will allow for a clean slate to determine an equitable path forward for the rates.

Supervisor Perrin asked if both EDU and usage structures would be considered in the rate study. Mr. Malin confirmed this and went on to explain EDU (equivalent dwelling unit) and usage structures. The former establishes a flat rate for one EDU and the latter is based on the amount on a meter reading of usage. Manager Lodge noted that, at present, Willistown Township customers pay a base rate and a usage rate on top of this. The base rate varies depending upon location/system.

Public Comment

Joseph Heenan of 713 Monument Road asked a legal question regarding development connections and inquired about the operation and maintenance of the system.

Jerry Childers of 8 Colonial Way asked a question about tapping fees and whether they follow the State Act 57, which Mr. Malin confirmed.

Murray Gordon of 42 Meadow View Lane suggested that the Township could avoid the cost of studies by using a rate model based on other nearby municipalities.

Julie Frissora of 24 Chetwynd Road asked how long the study process will take. The Rate and Capital Reserve Studies will occur concurrently and are planned to be completed before the fall/budget season.

Bill Lordan of 112 Spruce Lane inquired about the conditions of assets. Mr. Malin confirmed that the pump stations and their components will be evaluated and a desktop view of the sewer lines will be conducted.

Charles Lyddane of 10 Woodford Lane thanked the Board for respecting the process, as he believes these steps are welcome. He emphasized equity and requested a mechanism for netting out the water usage that does not enter the wastewater system, e.g. sprinkler system use. Supervisor Shoemaker noted that Aqua water customers can approach Aqua about installing a separate meter. Mr. Lyddane noted he would prefer to work with the Township.

Jay Salyers of 631 S. Warren Avenue reported that a company called Neptune makes the aforementioned meters. He separately complained of high water bills received during months when no one was home.

Brian St. Clair of 12 Marlin Drive requested transparency throughout the process. Supervisor Perrin acknowledged the request and further noted that requests such as this are why this meeting is happening. Mr. St. Clair asked how much work there is to be done on the system. Supervisor Shoemaker noted that the Township is aware of a significant inflow and infiltration problem in the system.

Dick McDonnell of 29 Wistar Road noted that he works in the wastewater field and spoke about improvements in technology, as well as a move from reactive to proactive to predictive maintenance and other efficiencies. Director of Public Works Bill Hagan reported that we have upgraded all station pumps; the next steps include upgrading generators.

Kevin Rice of 6 Colonial Way thanked Bill Hagan for his return and noted that he is grateful to be hearing all this information.

Robert Swift of 13 Devon Road noted that the largest single cost in the wastewater system is the Valley Forge Sewer Authority treatment and Valley Creek Trunk Sewer costs. Does the Township know when and by how much these costs will increase? Manager Lodge confirmed the increase schedule is known and will be provided to Carroll Engineering to incorporate into the study.

Mr. Childers suggested that the system was fully televised in 1998. He raised concerns about usage calculations for customers with well water. A discussion of this issue followed wherein Mr. Salyers requested greater detail on invoices.

Mike Kerr of 33 Stonehenge Lane inquired whether there will be another meeting regarding this issue. Supervisor Perrin supposed that it will be included as a topic in future regular meetings.

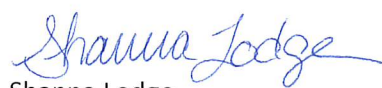
Next Meeting

The next regular meeting of the Board of Supervisors will be on July 17, 2023, at 7 PM.

Adjournment

There being no further business before the Board, the meeting adjourned at 6:38 PM.

Respectfully submitted,



Shanna Lodge
Township Secretary